

PLANNING FEE SCHEDULE

*Payable upon Submission of Application
Non-refundable Except as Provided in Refund Policy*

Comprehensive Plan Amendment (Must Accompany a Request for Rezoning)

Submittal Fee	\$ 300
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Annexation with CD-3L Base Zoning

Submittal Fee (10 acres or less); plus	\$ 300
Next 90 acres or fraction thereof	\$20/acre
All over 100 acres or fraction thereof	\$3/acre
Additional Advertising and Processing Fee; plus	\$ 145
Mailing and Processing Fee	\$9/adjacent parcel

Zoning Amendment (§8.5.19)

Map Amendment (Rezoning)

Submittal Fee (10 acres or less); plus	\$ 450
Next 90 acres or fraction thereof; plus	\$30/acre
All over 100 acres or fraction thereof; plus	\$5/acre
Additional Advertising and Processing Fee; plus	\$ 145
Mailing and Processing Fee	\$9/adjacent parcel

Planned Unit Development (§8.5.21)

Preliminary Development Plan

Submittal Fee (PUD-R and PUD-MU); plus	\$ 500
PUD-R and PUD-MU; and/or	\$25/dwelling unit
PUD-MU (non-residential acreage)	\$50/acre
Additional Advertising and Processing Fee (Preliminary Master Plan); plus	\$ 145
Mailing and Processing Fee	\$9/adjacent parcel

Final Development Plan

PUD-R	\$ 250
PUD-MU	\$ 300
Additional Advertising and Processing Fee (Final Master Plan); plus	\$ 70
Mailing and Processing Fee	\$9/adjacent parcel

Revision of a Master Plan requiring Planning Commission Approval; plus	100% of original fee
Additional Advertising and Processing Fee (Final Master Plan); plus	\$ 70
Mailing and Processing Fee	\$9/adjacent parcel

Heavy Manufacturing Permit (§8.5.22)

Submittal Fee	\$ 300
Additional Advertising and Processing Fee; plus	\$ 145
Mailing and Processing Fee	\$9/adjacent parcel

Site Development Plan (§8.5.6)

New Multi-Family Residential Sites, Buildings, and Additions	
Submittal Fee; plus	\$ 500
Residential Units; plus	\$10/unit
Additional Advertising and Processing Fee	\$ 70.00
New Non-Residential and/or Mixed-Use Sites, Buildings, and Additions	
Submittal Fee; plus	\$ 500
First 10,000 square feet of all floor area; plus	\$0.05/square foot
All floor area over 10,000 square feet; plus	\$0.02/square foot
Additional Advertising and Processing Fee	\$ 70.00
Development Plan submitted with Preliminary Plat	\$10/unit
Administrative Development Plan Approval (§8.5.6.R)	\$500
Revision of Plan Requiring Planning Commission Approval (§8.5.6.D.3); plus	50% of original fee
Additional Advertising and Processing Fee	\$ 70.00
Renewal of Expiring Site Plan without Changes (§8.5.6.D.1-2) ¹	100% of original fee
Additional Advertising and Processing Fee	\$ 70.00

Board of Zoning Appeals (§8.5.16/8.5.17)

Appeal Of Planning Department Determination ²	\$ 300
Zoning Variance Owner-Occupied Residential	\$ 200
Zoning Variance	\$ 400
Conditional Use	\$ 300
Additional Advertising and Processing Fee; plus	\$ 35
Mailing and Processing Fee	\$9/adjacent parcel

Architectural Design Reviewed Team (§8.5.15)

Design Review for Planned Unit Development	\$ 150
Design Review for structures in Special Districts (SD-LI, SD-HI, SD-INT)	\$ 100
Additional Advertising and Processing Fee	\$ 35
No-Show Deferrals/Multiple Reviews	\$35

¹ Paid with building permit or site construction plan review, as applicable. Per unit/sq. ft. fee and advertising fees apply when Zoning Administrator refers application to Planning Commission.

² Refunded if the BZA finds in favor of the applicant.

Historic Zoning Commission (§8.5.13)

Non-Residential/Non-Owner-Occupied Residential/Signs	
Certificate of Appropriateness - Commission; plus	\$ 150
Additional Advertising and Processing Fee	\$ 35
Certificate of Appropriateness - Administrative	\$ 75
Owner-Occupied Residential	
Certificate of Appropriateness - Commission	\$ 25
Additional Advertising and Processing Fee	\$ 35
Certificate of Appropriateness - Administrative	No Charge
After the Fact Request for Certificate of Appropriateness/Multiple Reviews ³	\$300

Subdivision (§8.5.24 and SubRegs)

Minor Subdivisions	
Referred to Planning Commission Approval ⁴	\$ 500
Staff-Approved	\$ 250
Preliminary Plat (Must Accompany a Development Plan)	
Submittal Fee; plus	\$ 500
Per Lot; plus	\$ 25
Final Plat	
Submittal Fee	\$ 500
Per Lot	\$ 25

Zoning Fees

Zoning Verification Letter Basic	\$ 50
Zoning Verification Letter Detailed / Zoning Administrator's Determination	\$ 75
Home Occupation Permit	\$ 25
Mobile Vending Permit	\$ 50
Receipt of Plans Conforming to PUD or Site Development Plan	\$ 100
Engineering/Planning Reinspection ⁵	\$ 50
Zoning Compliance - Residential ⁶	\$ 100
Zoning Compliance - Commercial/Industrial ⁴	\$ 300

³ This fee applies to all requests for approval for work already completed as well as requests which follow a Stop Work order. The fee also applies to second and subsequent requests to revise previous Commission-level approvals. The Zoning Administrator may charge the regular application fee in cases of bona fide hardship.

⁴ Referred at the discretion of the Zoning Administrator or City Engineer. Fee may be reduced to \$250 at the discretion of the Zoning Administrator or City Engineer when minimal additional staff time is required to process the request.

⁵ If associated with Preliminary Plat, Site Plan, PUD or other PC, BZA, HZC, Design Review

⁶ Paid with building permit.

Additional Fees

Preapplication Meeting ⁷	\$ 225
Additional Advertising and Processing Fee for Items Deferred at Applicant's Request (when item has already been advertised) ⁸ ; plus	\$ 35
Mailing and Processing Fee	\$9/adjacent parcel
Additional Fees for Multiple Technical Reviews ⁹	50% of original fee
Technology Fee	\$20

Refund Policy

All advertising and processing fees are non-refundable.

All mailing fees are non-refundable.

Fees for Planning Commission items may be refunded, less a \$100 processing fee if the applicant withdraws the application at least twenty-four hours prior to the meeting of the Development Review Committee when the request is scheduled for its first technical review. Fees for Planning Commission items are non-refundable at any later point.

Fees for Board of Zoning Appeals may be refunded, less a \$50 processing fee if the applicant withdraws the application at least seven days prior to the scheduled meeting. Fees for Board of Zoning Appeals items are non-refundable at any later point.

Fees for Historic Zoning Commission items may be refunded if the applicant withdraws the application at least seven days prior to the scheduled meeting. Fees for Historic Zoning Commission items are non-refundable at any later point.

Fees for Architectural Design Review Team items may be refunded if the applicant withdraws the application at least seven days prior to the scheduled meeting. Fees for Architectural Design Review Team items are non-refundable at any later point.

Zoning fees are non-refundable.

⁷ Only applies to proposed comprehensive plan amendments, zoning map or text amendments, planned unit developments, site plans approved by Planning Commission, and preliminary plats. Fee is only charged when the City Engineer, Fire Marshall, and Zoning Administrator (or their designees) are each in attendance. The fee may be waived at the discretion of the Director of Development Services. The fee may be credited to one subsequent related application for Planning Commission review received within six months of the meeting date.

⁸ Applies to items appearing before Planning Commission. May be waived at discretion of the Director of Development Services and/or the Planning Commission.

⁹ Applicable to Planned Unit Developments, Site Development Plan, and Preliminary Plats which the Zoning Administrator deems noncompliant after two reviews by the Development Review Committee (DRC), and to applications referred back to the DRC due to technical deficiencies. May be waived at discretion of the Director of Development Services and/or the Planning Commission.